**Site Offer**

*(Date)*

To the Business Development Head:

I would like to formally offer this site for a MerryMart store at: (*complete and exact address of the proposed site*).

Proposed site ownership

* Lessee
  + Lessor’s Contact Details (if lessee)
    - Contact Person:
    - Mobile Number:
    - Email Address:
* Lessor

Attach these following forms / documents if applicable

(Please check if complied/ applicable).

* Vicinity Map of the proposed location (Google Maps screenshot of the proposed area in satellite view at 100 meter scale). Mark your proposed location on the map.
* Lot Plan & Site Floor Plan
* Photos of proposed store site
  + Front view site photo (100m away & 300m away)
  + Across street site photo
  + Both sides of the street site photo
* Site Development Plan (For mall sites)
* (if rented) Details of Lease Offer
* (if owned) Copy of Deed of Ownership/TCT and Lot Plan
* Photocopy of at least one (1) government issued ID

Sincerely Yours,

(Full Name and Signature)

Complete Office Address

Email Address

Landline Number

Mobile Number